

TOWN OF NEWINGTON
BOARD OF EDUCATION ROOF REPLACEMENT PROJECT BUILDING
COMMITTEE

SPECIAL MEETING MINUTES

February 3, 2011

TOWN HALL CONFERENCE ROOM ONE

- I. Call to Order –the meeting was called to order at 5:08 PM.
- II. Roll Call – Members present: Dan Carson, Chairperson, Myra Cohen, and Clarke Castelle. Others present: Lou Jachimowicz, Business Administrator; and Jeff Baron, Dir. of Administrative Services.
- III. Public Participation - None
- IV. Approval of January 24, 2011 minutes –Mrs. Cohen made a motion that the Committee approve the minutes of the January 24, 2011 meeting as presented. Second by Mr. Castelle. The motion passed unanimously.

Interview procedures – Mr. Baron reminded the Committee that it was important to provide each firm the same opportunities. Questions had been prepared in advance. Committee members divided these up among themselves, with the same Committee member asking each firm to be interviewed the same question.

- V. Architect interviews – The Committee interviewed four firms at half hour intervals. In order of appearance, these were: Jacunski Humes Architects, represented by Al Jacunski; The Lawrence Associates, Architects/Planners, represented by Anwar Hossain and Doug Lajoie of Consulting Engineering Services; Silver/Petrucelli & Associates, represented by Bill Silver, Dean Petrucelli, and Ken Sgorbati; and Kaestle Boos Associates, represented by Dave King and Richard Kirby. Each made a brief presentation, and then answered questions presented by the Committee. Each submitted interview supplementary materials that summarized what they presented to the Committee, as well as fee statements.
- VI. Discuss and take action on architect selection – Committee members discussed the strengths and weaknesses of each of the four firms and their presentations. Staff members were also asked to provide their opinions. Mrs. Cohen made a motion that the Committee recommend

to the Town Council that the contract for roof design services at John Wallace Middle School be awarded to Silver/Petrucelli & Associates. Second by Mr. Castelle. Discussion: Silver Petrucelli had the lowest fee proposal and the most experience with roof replacement projects. The motion passed unanimously by a vote of 3 YES to 0 NO.

- VII. Any Other Business Pertinent to the Committee – The Town will need to arrange for an industrial hygienist to take additional samples from the roof to test for hazardous materials. Earlier samples taken did not test for PCBs. The Committee will meet again when the Architect has been approved by the Town Council and has completed drawings for the Committee to review.
- VIII. Public Participation – None.
- IX. Committee response to public participation – None.
- X. Adjournment – the meeting adjourned at 8:05 PM.

Respectfully submitted,

Jeff Baron

Director of Administrative Services